



OFFICE MEMORANDUM

DATE: December 3, 1998

TO: Region Engineers
Region Associate Delivery Engineers
Region Construction Engineers
Resident/Project Engineers
TSC Managers

FROM: C. Thomas Maki
Chief Operations Officer

Gary D. Taylor
Chief Engineer/Deputy Director
Bureau of Highway Technical Services

SUBJECT: Bureau of Highway Instructional Memorandum 1998-11
Special Provisions for Maintaining Traffic

Due to the nature of special provisions for maintaining traffic, these provisions will be exempt from the Construction and Technology (C&T) approval process but will be reviewed and approved at the TSC or region level instead. These provisions, which are often the last document to be prepared for inclusion in the proposal, do not lend themselves to meaningful review by C&T staff engineers. This region or TSC level review should continue to ensure maintaining traffic plans that will result in quality project traffic control that properly coordinates with other area projects.

The Lansing C&T staff remains available to review and comment on those provisions that involve complex or unique maintaining traffic plans. This review may be coordinated through the Engineer of Specifications. Project managers are cautioned against using the maintaining traffic special provision as a catch-all provision and to continue to follow the approval format and author code guidelines. Regions should include an approval code similar to the C&T approval in order to ensure the checks and balances of a review process. The recommended approval code format is: APPR:REGION CODE:REVIEWER'S INITIALS, where the region codes are the same as those used for author codes (SUP, NOR, GR, BAY, SWR, UNIV, MET) on special provisions.

Chief Operations Officer

Chief Engineer/Deputy Director

Subject Index: Special Provisions

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